



Concept Paper # 247

Presented to the Department of Administrative Services (DAS) and the State CIO

Date Prepared: 3/11/2013

Name of document to be reviewed: Upgrade network switches and transceivers at the Newton Correctional Facility and Correctional Release Center.

(Please check one item listed in the following two sections)

Document for review and approval:

- ☐ Request for Proposal (RFP)
- ☐ Request for Service (RFS)
- ☐ Request for Quote (RFQ)
- ☐ Invitation to Qualify

- ☐ Sole Source Procurement
- ☐ Statement of Work
- ☐ Staff Augmentation
- ☒ Master Agreement Purchase

NOTE: Sole source procurements will also need authorization from DAS Procurement for this type of purchase. Please also contact DAS Procurement at this location:

<http://das.gse.iowa.gov/procurement/solesource%202010.pdf>

Document for review only:

☐ Master Agreement

☐ Request for Information (RFI)

Agency: Department of Corrections, Newton Correctional Facility

RFP Reference #:

Release Date:

This project is requesting IOWAccess funds: Yes ☐ No ☒

NOTE: IOWAccess concept papers are to be sent to Wes Hunsberger (Wes.Hunsberger@iowa.gov) for an internal DAS review.

Projected cost over \$50,000? Yes ☒ No ☐

Projected agency staff hours over 750? Yes ☐ No ☐

Project Cost, Funds and Funding Source: \$69,500 from appropriated funds.



Please list the internal and external resources/costs for the purchase:

Internal Resources/Costs:

External Resources/Costs:

Timelines: Receive all goods prior to June 30th

Goal: The Newton Correctional Facility is currently using 3Com 100 Mbit/s switches that are obsolete and no longer sold or warranted by 3Com. With today's standard nearing 10 GB/s our switches won't support many of today's IT innovations; such as VOIP and video conferencing without severely affecting the usual data traffic flow.

Background: The network switches at the Newton Correctional Facility have not been upgraded for quite some time. In researching abilities and costs it has been decided that Cisco switches are quite impressive and also more expensive. In order to obtain switches that will both meet our needs and our budget, we would like to purchase off the Hewlett Packard contract.

Expected Results:

What are the tangible and intangible benefits of this purchase for this agency and/or state government? – Greater data transfer rates on the data backbone with possibly 1 GB/s to the desktop will result in files opening and closing quicker. Over the course of one year the extra time saved could be significant, translating to greater staff productivity. The greater speeds also would allow for the future addition of technologies such-as VOIP and video conferencing.

Can these benefits be quantified in financial terms? If yes, please explain. – With the ability to introduce technologies like VOIP and video conferencing the Newton Correctional Facility could increase productivity lower annual operating costs through reduced staff hours needed to make extension number reassignments with the ROLM phone switch. Productivity and operating costs could also be impacted through the use of video conferencing which would reduce staff travel time and expenses.

How will you be more effective as a result of this purchase? - See above section.

How will service to your customers be enhanced as a result of this purchase? – With the greater data transfer rate staff productivity would increase and stress could decrease, both at the same time.

Testing and Acceptance:

Some of the Interested Parties:

Some of the Recipients of this Service:

Standards:

Architecture:

Business Continuity / Disaster Recovery:



Recommendations from the State CIO:

NOTE: Where applicable, all DAS GSE Procurement and IA Administrative Code 11-105 and 11-106 requirements and procedures are to be followed. Reference: <http://das.gse.iowa.gov/procurement/>, specifically: <http://das.gse.iowa.gov/procurement/adminrules/>.

Duplication recommendation from the State CIO to the DAS Director:

- a) Is there duplication within Government? *(Please identify duplication at the agency level, as well as within the enterprise)*
- b) Can an existing program be modified to address a new need?
- c) Do you have any similar program in existence?
- d) Have you sought IT procurements for similar programs in the past?
- e) Do you have purchasing documents for similar programs?
- f) Do you have similar purchasing documents that could be used as a starting point for this program?
- g) Is there anything you could provide that could assist the agency with this IT procurement?
- h) Are there alternatives available to the agencies?

Recommendation of the State CIO to the DAS Director:

Authorize this IT procurement Yes X No ____

Alternatives suggested by the State CIO
(see comments below) Yes X No ____

Additional comments from the State CIO:

TEC recommends approval to the State CIO of a Cisco purchase in the amount of \$102,000 for the DOC Newton facility switch replacements. The requesting agency has agreed to the Cisco purchase. The State CIO subsequently approved.

DAS Director's action:

Authorize this IT procurement Yes X No ____

The above IT procurement concept approved by Director Carroll on 5/2/13

Comments: **None.**